APPLICATION FOR DENTAL FACULTY LICENSE

GEORGIA BOARD OF DENTISTRY

A Division of the Georgia Department of Community Health
2 Peachtree Street, N.W.
36th Floor
Atlanta, Georgia 30303
www.gbd.georgia.gov

Please read the instructions carefully and be familiar with the **laws and rules** governing the practice of as a dental faculty member in the State of Georgia. Visit the Board's web site for information: www.gbd.georgia.gov

Important

The Board cannot process incomplete applications. If any item is missing, incomplete or incorrect, your application cannot be reviewed by the Board.

Please review this application before you submit it to ensure that all information and documentation is complete and correct.

Incomplete applications are maintained in the Board office for a period of one (1) year. After such time the application is rendered void and the applicant must reapply and pay all required fees.

Application Checklist

The following checklist is an important part of your application. Please use this checklist to ensure that you submit a COMPLETE application.

The \$325 non-refundable application fee payable by check or money order to the Georgia Board of Dentistry must be included with your application. Checks returned for insufficient funds will be assessed a service charge pursuant to O.C.G.A. § 16-9-20.

- 1. NOTARIZED APPLICATION: Completed application form accompanied by the appropriate fee. Your application will not be processed unless the fee and all supporting documents are received. If licensure is granted, the license will be required to be renewed by the last day of December in ODD numbered years, regardless of when you were originally licensed. The licensure process could take up to a minimum of <u>30 days</u> after submission of a completed application. Further, all dental faculty must be considered by the Board. Plan your application time accordingly.
- 2. **LICENSE VERIFICATION: Official license verification** for **every** dental license **ever** held. Each verification must indicate the date of licensure, the licensure status (active, inactive, expired, revoked, etc.) any disciplinary charges made against you by the licensing board or by any other state agency, and the result of these actions. The applicant must provide a certified copy of the formal complaint/pleading, outcomes, and a personal written explanation for each instance of discipline. You should call each state board about fees for these services. The verification(s) must be submitted with your application IN THE

<u>ORIGINAL SEALED ENVELOPE</u> FROM THE BOARD OF EACH LICENSING STATE, and must be dated within four months of the Board's receipt of your complete application packet.

- 3. **DEGREE TRANSCRIPT:** An official transcript which documents graduation with a D.D.S. or D.M.D. degree from a dental school which is accredited by the American Dental Association Commission on Dental Education. The transcript must be IN THE <u>ORIGINAL SEALED</u> ENVELOPE FROM THE COLLEGE. <u>Graduates from a non-accredited school please see Rule 150-3-.04 and O.C.G.A.§ 43-11-40(a)(1)(A) and (B).</u>
- 4. **LETTER OF RECOMMENDATION from the Dean or Director** of the teaching institution at which the applicant is seeking employment and a copy of the employment contract.
- 5. JURISPRUDENCE EXAMINATION: Successful completion of the Jurisprudence Examination with a score or 75 or higher. The Jurisprudence examination may be taken as an open book exam. The examination and "law and rules" governing the practice of dentistry in Georgia may be obtained on the Georgia Board of Dentistry website at: www.gbd.georgia.gov. Score is only valid for one (1) year.
- 6. **NATIONAL PRACTITIONER DATA BANK:** To obtain a self query from the NPDB-HIPDB, please visit www.npdb-hipdb.com or call the Customer Service Center at 1-800-767-6732.

If the National Practitioner Data Bank (NPDB) provides any disciplinary action, certified copies of any pending or final disciplinary actions or malpractice actions against applicant must be submitted. All applicants must submit a NPDB report along with the completed application. The NPDB report must be dated within four months of the submission of the application. The ONLY applicants exempt from the requirement of NPDB report submission are those applicants within 6 months of dental school graduation and who have never been issued a dental license in any state or U.S. territory.

The NPDB report must be received in the ORIGINAL SEALED ENVELOPE FROM NPDB. Applicants who have disciplinary or malpractice case(s) (open & closed) will be considered for licensure on a case- by-case basis, after receipt of all required application materials. For each case, the applicant must submit:

- 1) a copy of the formal complaint pleadings filed by the plaintiff/complainant or State Regulatory Agency,
- 2) a copy of the final action, disposition, or settlement,
- 3) a personal explanation of the disciplinary action or the malpractice claim, and
- 4) any further information requested by the Board in separate communications.
- 7. **CPR:** Submit a photocopy of your current CPR certification in compliance with **Board Rule 150-3-.08**.
- 8. Copy of Court Document or Affidavit explaining any discrepancies of the applicant's name if documents submitted bear different name(s). [i.e. marriage certificate, divorce decree, legal name change]

Relocation: If you relocate during the time that your application is being processed, you **must** notify the Board of your new address in writing by fax, (866) 888-1308, or mail. This will enable you to receive Board correspondence.



Do Not Write In This Section:	
Receipt#:	
Amount:	
Applicant #:	
Initials/Date:	

Address: 2 Peachtree Street, N.W., 36th Floor, Atlanta, GA 30303

Telephone #: (404) 651-8000 Fax #: (678) 717-6694 Website: www.gbd.georgia.gov

> Application For: Dental Faculty License Obtained By Method: Application Non-Refundable Application Fee \$325

Checks returned for insufficient funds will be assessed a \$40 service charge pursuant to O.C.G.A.\$ 16-9-20

DISABILITY- If you have a disability and may require an accommodation, you must contact the Board to obtain the REQUEST FOR DISABILITY ACCOMMODATIONS GUIDELINES.

<u>VETERANS PREFERENCE POINTS-</u> Veterans may be eligible for special benefits in testing. For more information, contact the Board office. <u>Submit a copy of your DD-214 with your application.</u>

Part I: Personal Information 1. Name:_ Last First Middle Maiden Name as shown on exam records or transcripts (if different):_____ **2.** Social Security Number*: _____-___ 3 Date of Birth: 4. Physical Address: (Apt. #) (City/State/Zip Code) (P.O. Box is not acceptable) (Street) **5.** Mailing address if different: (Apt. #) (City/State/Zip Code) (Street) If you are granted a license, your name, mailing address and license number are public information. **6**. E-Mail Address: Work () Other (**7.** Telephone #: Home: (*This information is authorized to be obtained and disclosed to state and federal agencies pursuant to O.C.G.A. §19-11-1 and O.C.G.A. §20-3-295, 42 U.S.C.A. §551 and 20 U.S.C.A. §1001. It may also be disclosed to the National Practitioner's Databank (NPDB) and the Healthcare Integrity and Protection Data Bank (HIPDB) or other licensing boards, or other regulatory agencies for license tracking purposes.

Part II: Professional Education 8. Highest Degree Earned: _____Doctorate _____Bachelor ____Associate _____Diploma/Certificate 9. Name/Address of Entry Level Professional Institution (e.g. technical school, undergraduate college/university):____ a. Dates Attended: _____ c. Graduation Date: _____ _____ **d.** Degree(s) Earned: _____ **b.** Major: _____ **10**. Name/Address of Graduate School/University: a. Dates Attended: _____ c. Graduation Date: _____ Major: ______ **d.** Degree(s) Earned: _____ 11. Name/Address of Post-Graduate School/Hospital (if applicable):_____ **a.** Type of training: ______ **b.** Dates Attended: _____ Part III: 12. Have you ever been arrested, convicted, sentenced, pled guilty to, pled nolo contendere to, or given first offender status for the commission of a felony, misdemeanor, or any offense other than a minor traffic violation? (DWI & DUI are not minor traffic violations.) () Yes () No If yes, attach an explanation and submit certified copies directly to the Georgia Board 13. Have you ever had been denied a DEA registration number or been issued a restricted DEA registration? If yes, attach an explanation. () Yes () No **14.** Have you ever had revoked, suspended, or otherwise sanctioned any certificate/license by any Board or agency in Georgia or in any other State? () **Yes** () **No If yes, attach an explanation.** 15. Have you ever had a formal complaint filed against you with any dental society, association, hospital, or dental board? () Yes () No If yes, attach an explanation. **16.** Have you ever had any malpractice suits filed against you? () **Yes** () **No** If ves, attach an explanation. 17. Have you ever voluntarily surrendered a dental license, a controlled substance registration or a DEA registration? () Yes () No If yes, attach an explanation. **18.** To your knowledge, are you the subject of an investigation by any licensing board or hospital as of the date of this application? () **Yes** () **No** If yes, attach an explanation.

STATE	DATE OF LICENSURE	LICENSE STATUS

19. Do you presently have any contagious or infectious disease? () Yes () No If yes, attach an explanation.

20. Have you ever been charged with driving under the influence of alcohol or drugs? () Yes () No If yes, attach an

 $\textbf{21.} \ \, \text{Are you licensed to practice dentistry in any State(s)? () Yes () No \quad If yes, complete the following and have the official certification(s) form each Board where you hold or ever held a certificate/license sent to the Georgia Board: \\$

22. Have you ever taken the CRDTS, or any other regional/state clinical examination? () Yes () No If no, attach an explanation.

explanation.

Part IV:

AFFIDAVIT OF APPLICANT

I hereby certify that I am the person who executed the above application for a temporary public license in the State of Georgia, that all the statements herein contained are true in every respect; and that I hereby swear, if I am granted a temporary public health license in the State of Georgia, I will comply with all its dental laws, faithfully serve humanity, and refrain from anything which does not conform to the accepted code of ethics of the American Dental Association. I further understand that I will not be allowed to engage in the private practice of dentistry. I will return this license, if granted, to the Georgia Board of Dentistry immediately upon termination of my employment with

(Name of Institution)		

I acknowledge and state that I have read the Application Instructions that accompanied this application and I have answered all questions in compliance with these instructions. I acknowledge that it is my responsibility to read and become familiar with Dental Practice Act and the Board rules.

I further state that by submitting this application for a license to practice dentistry in the State of Georgia, I hereby authorize and consent to have an investigation made as to the moral character, professional reputation and fitness for the practice of dentistry. I agree to give any further information in which may be required in reference to my past record. I understand that I will not receive a copy of the report or know its contents and I further understand that the contents of the investigative report will be privileged unless determined otherwise by the Board or Court Order.

I hereby authorize the Georgia Board of Dentistry to receive any criminal history record pertaining to me, which may be in the files of any state or local criminal justice agency in Georgia or any other State or Territory. I authorize and request every person, hospital, clinic, community, governmental agency (local, state, federal or foreign), court, association, institution, or other organization having control of any documents, records and other information pertaining to me, to furnish to the Georgia Board of Dentistry any information, including documents, records, regarding charges or complaints filed against me, formal or informal, pending or closed, or any other pertinent data and to permit the Georgia Board of Dentistry or any of its agents or representatives to inspect and make copies of such documents, records and other information, in connection with this application, subsequent licensure or practice thereunder.

I hereby release, discharge or exonerate the Georgia Board of Dentistry, its agents or representatives, and any other person so furnishing information, from any all liability of every nature and kind arising out of the furnishing or inspection of such documents, records or other information or the investigation made by the Georgia Board of Dentistry. I authorize the Georgia Board of Dentistry to release information, material, documents, orders of the like relating to me or to this application to any other State or Territory of the United States or Province of Canada, a law enforcement agency, a hospital or other appropriate agencies as determined by the Board.

I, the undersigned, do hereby affirm under penalty of perjury that all statements made and information contained in this application are true and correct to the best of my knowledge and belief. Further, I consent to a thorough investigation of my employment record and other information that may be necessary to verify my qualifications to practice. I understand that any final disciplinary action that may ever be taken against my license, if it is granted, would be provided to a national disciplinary reporting system and that my Social Security number would be a part of that report.

By signing this application, electronically or otherwise, I hereby swear and affirm one of the following to be true and accurate pursuant to O.C.G.A. § 50-36-1:

1)	I am a United States citizen 18 years of age or older. Please submit a copy of your current Secure and
Verifiable Docu	ment(s) such as driver's license, passport, or document as indicated on pages 9 & 10 of the application

2) _____ I am not a United States citizen, but I am a legal permanent resident of the United States 18 years of age or older, or I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older with an alien number issued by the Department of Homeland Security or other federal immigration agency. Please submit a copy of your current immigration document(s) which includes either your Alien number or your I-94 number and, if needed, SEVIS number.

In making the above attestation, I understand that any failure to make full and accurate disclosures may result in disciplinary action by the Georgia Board of Dentistry and/or criminal prosecution. This is to certify that the foregoing information is true and correct to the best of my knowledge.

SIGNATURE PAGE FOR AFFIDAVIT OF APPLICANT

This is to certify that the foregoing information is true and	correct to the best of my knowledge.
Signature of Applicant	(PHOTOGRAPH)
Date	Attach passport type recent photograph
(Print Name Above)	
CountyState	
	ted the above application for license to practice dentistry/dental herein contained are true in every respect and that the attached
Notary Public	<u>Notary:</u> Do not notarize this section unless photograph is attached.
Sworn to and subscribed before me this day of	
(SEAL) My Commission Expires	

Part V: STATE LICENSURE CERTIFICATION

state in which you are now or have been licensed to practice dentistry/dental hygiene. This form may be reproduced as necessary. TO: Board of Dentistry I am applying for licensure and the Georgia Board requires that your Board complete this form in order for my application for licensure to be considered. By signing this form, I am giving my consent to the release of any information, favorable or otherwise, for review by the Georgia Board in its consideration of me for licensure. My license number _____ was issued by your Board on ____ on the basis of () State Board Exam, () Reciprocity/Endorsement, () National Board, () Credentials, () Other Applicant's Full Name (print or type) Address Signature City State Zip *This section to be completed by an official of the above referenced licensing board.* Please return this form directly to the applicant in a sealed envelope. Dental/Dental Hygiene license number to practice dentistry/dental hygiene in the State of ______ was issued on _____ day Is license current and in good standing? () Yes () No* Has any disciplinary action ever been taken against this license? () Yes* () No *Please provide complete details, including copies of any documents. Signature Date Title (BOARD SEAL) Licensing Board

TO THE APPLICANT: Please complete the top section of this form and mail to each

GEORGIA BOARD OF DENTISTRY

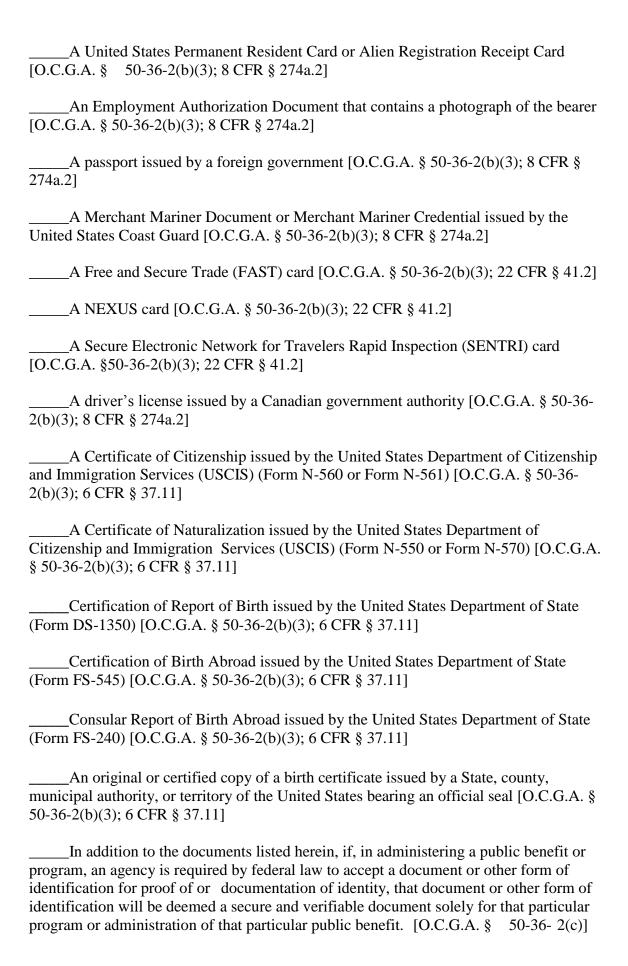
A Division of the Georgia Department of Community Health 2 Peachtree Street, N.W. 36th Floor Atlanta, Georgia 30303

CONSENT FORM

I hereby authorize the Georgia Board of Dentistry ("Board") to receive any Georgia criminal history record information pertaining to me which may be in the files of any state or local criminal justice agency in Georgia.

Full Nam	e (Print)			
Physical A	Address (P.O	. Boxes NOT Accepted)		
City, Stat	City, State, Zip			
Sex	Race	Date of Birth	Social Security Number	
☐ This ☐ I, perf		valid for 90/180/ (circl	e one) days from date of signature. give consent to the Board to hecks for the duration of my	
Signature	of Applicant		Date	
-	censure provision	s (check if applicable):		
Wo	rking with elder carking with childre	are		

APPLICANT: PLEASE CHECK THE FORM OF IDENTIFICATION BELOW THAT YOU POSSESS. RETURN THIS FORM ALONG WITH A COPY OF YOUR APPROPRIATE DOCUMENTATION.



GEORGIA BOARD OF DENTISTRY

A Division of the Georgia Department of Community Health 2 Peachtree Street, N.W. 36th Floor Atlanta, Georgia 30303

CANDIDATES MUST SUBMIT A COMPLETED JURISPRUDENCE EXAM ALONG WITH A COMPLETE APPLICATION WITH NECESSARY SUPPORTING DOCUMENTS IN ORDER TO HAVE A COMPLETED APPLICATION.

Name	Social Security Number
	Date
	DENTAL EXAMINATION Dental Laws and Rules Examination
	Place your answer on the line to the left of each question.
Choose the best an	swer for each question:
1.	A patient has been terminated from a practice. In order for the dentist not to be accused of patient abandonment, a location for emergency care must be provided for at least how many days?
	A. 14 B. 30 C. 45 D. 60
2.	In order to obtain a conscious sedation permit the dentist must be trained in
	A. safetyB. management of medical emergencies.C. safety and management of medical emergencies.D. none of the above.
3.	A dental assistant may perform which of the following delegated duties with expanded duties training?
	A. placement of rubber dam.B. placement of topical anestheticC. placement of retraction cordD. placement of a temporary crown

4.	In order to refuse to grant a license, revoke a license or discipline a licensee the Board must vote
	 A. by a majority. B. by ¾ of the Board. C. unanimously. D. none of the above.
 _ 5.	Advertising using full names of practitioners at a specific location must comply with which of the following
	A. no names are required B. name of at least one practitioner at that location. C. name of practice owner. D. none of the above
_ 6.	An expanded duties assistant under direct supervision of the dentist may perform the placement of sealants and retraction cord.
	A. True B. False
_ 7.	In order for a dentist to renew his license to practice dentistry he must
	 A. have a current DEA registration B. be a member of the Georgia Dental Association C. be a member of the American Dental Association D. be currently certified in cardiopulmonary resuscitation.
 8.	In order to fulfill the requirements for an enteral/enteral inhalation conscious sedation permit the applicant must have at least how many hours of patient experiences which shows competency in enteral/enteral inhalation conscious sedation?
	A. 5 B. 10 C. 15 D. 20

9.	A dental hygienist working under the direct supervision of a dentist may perform all of the following EXCEPT
	A. periodontal probing . B. administer local anesthesia C. take oral x-rays D. root planning with hand instruments
10.	The dental assistant without expanded duties training can perform all of the following duties EXCEPT
	 A. monitor nitrous-oxide and adjust with supervision B. polish enamel and restorations of the anatomical crown C. remove dry socket medication D. place and remove rubber dams.
11.	A dental hygienist can perform which of the following?
	A. removal of calculus deposits B. polishing of teeth C. removal of stains from the teeth D. all of the above
12.	A dental license may be refused or revoked for each of the following, EXCEPT
	A. unprofessional conduct which affects fitness to practice dentistry.B. taking a 20 day vacation.C. Pleading "no contest" to a felony.D. Making fraudulent representations to the Board.
13.	Following the end of the renewal biennium, a dentist must maintain documentation of continuing education course attendance for
	A. 1 year B. 3 years C. 5 years D. 10 years

14.	A dental hygienist must have what kind of supervision from the dentist while practicing dental hygiene? A. indirect B. direct C. general D. none
15.	All complaints must be made in writing to which of the following? A. American Dental Association B. Governor's office C. Georgia Board of Dentistry D. Georgia Dental Association
16.	Of the required 40 continuing education hours, a minimum of how many hours must involve the actual delivery of dental services to patients? A. 10 B. 20 C. 30 D. 40
17.	A report of all incidences of morbidity and mortality must be submitted to the Board within A. 30 days B. 60 days C. 180 days D. 1 year
18.	A dentist shall not allow a dental technician to visit his/her office to see a patient EXCEPT to assist in the selection of a tooth shade. A. True B. False.
19.	A dental assistant may perform all of the same duties of a dental hygienist under which conditions? A. when the hygienist is on sick leave. B. when there are too many patients to be seen. C. no circumstances D. when the hygienist instructs the dental assistant to do so.

_ 20. A patient requests conscious sedation. He currently takes Prozac as prescribed by his physician. A dentist without a conscious sedation permit may administer
A. nothing without consulting the prescribing physician. B. additional dose of Prozac only C. local anesthetic only D.N ₂ O and local anesthetic
 21. A dental assistant must work under what type of supervision in a dentist office? A. telephone supervision by the dentist B. hour-to-hour supervision by the dentist C. direct supervision and control by the dentist D. indirect supervision and control by the dentist.
 22. Face bow transfers, place periodontal dressings, make night guard impressions and place cavity liner and base over exposed pulps are all duties that can be performed by A. the dental assistant B. the expanded duties assistant C. the lab technician D. the sterilization technician
23. Pit and fissure light cured sealants may be applied by A. the dental assistant. B. the hygienist and expanded duty assistant. C. the x-ray technician. D. both a and b
 24. How many practicing dental hygienists can a dentist safely and reasonably supervise? A. 1 B. 2 C. 4 D. unspecified

2	revocation and is subject to reinstatement by the Board.
	A. true B. false
2	 26. An expanded duties dental assistant must obtain which of the following? A. a certificate of completion from the General Dentistry Association. B. Course I, II, & III certificate of completion C. a certificate of completion from a school recognized and approved by the board. D. membership in any Georgia professional organization
2	27. What happens if the applicant fails to appear before the Board for a hearing?
	A. he/she is excused.B. the Board will carry on with a decision.C. the Board will not meetD. his /her license is automatically revoked.
2	28. The expanded duties dental assistant may perform changing of the in-office bleaching agent with direct supervision only after
	A. the light blinks twiceB. 20 minutes have elapsed.C. desensitizing medications have been appliedD. the dentist has applied the initial application.
2	29. How many years after the date of the last treatment must a dentist maintain a patient's treatment record?
	A. 2 years B. 3 years C. 10 years D. 7 years
3	30. What device does conscious sedation require by law?
	A. pulse oximeter B. approved N ₂ O/O ₂ delivery unit C. positive pressure O ₂ delivery system D. both A and C

	for removal of stains?
	A. the dental hygienist. B. the expanded duties assistant. C. the licensed dentist. D. both A and C
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*****	*********************
	LAWS AND RULES EXAMINATION FROM THE GEORGIA BOARD OF DENTISTRY
SCORE:	<u></u>
SCORE:	

GEORGIA BOARD OF DENTISTRY

A Division of the Georgia Department of Community Health 2 Peachtree Street, N.W. 36th Floor Atlanta, Georgia 30303

Georgia Board of Dentistry Jurisprudence Examination Dental/Dental Hygiene

Rule 150-3-.01(6); Rule 150-5-.02(9): In determining whether an applicant has met the requirements for licensure, an applicant must receive a passing score of 75 or greater on the Georgia jurisprudence examination. Such score will be deemed valid for a period not to exceed one year from the date in which the examination was administered.

AFFIDAVIT of Applicant:							
Ι,	, do hereby certify under oath the following						
I understand that this is sources of assistance for comp							
I have read the Georgia entirety and have completed the individual or other unauthorized	nis examinat						
I further understand the O.C.G.A. § 43-11-72, the Boarevoke a license or to discipling a licensee or applicant has known representations in the practice	rd shall have ne a licensee owingly mad	e the authority upon a finding le misleading,	to refuse to grant a li g by a majority of the deceptive, untrue, or	cense or to Board that fraudulent			
Witness my signature,	the	day of	, 20				
	Sign	ature of Affian	nt				
Sworn to and subscribed before	e me this	day of	, 20				
Notary Public							
My Commission Expires:							